

**Local Education Agency Medi-Cal Billing Option Program  
Ad Hoc Workgroup Meeting  
August 7, 2013 Meeting Minutes**

**Location:** Natomas Unified School District (USD)

1. Geri Baucom	DHCS, Safety Net Financing Division (SNFD)
2. Rick Record	DHCS, SNFD
3. Cheryl Ward	DHCS, SNFD
4. Janet Radding	California Department of Education (CDE), Healthy Start
5. Von Chitambira	DHCS, A&I Financial Audits Branch (FAB)
6. Anne Heard	DHCS, A&I Medical Review Board (MRB)
7. James Monroe	DHCS, A&I MRB
8. Natividad Sarmiento	DHCS, A&I MRB
9. Michelle Cowart	Contra Costa County Office of Education (COE)
10. Lisa Chaney	Fresno County Office of Education (COE)
11. Sherry Purcell	Los Angeles USD
12. Margie Bobe	Los Angeles USD
13. Andrea Coleman	Los Angeles USD
14. Tracy Cole	Natomas USD
15. Jeremy Ford	Oakland USD
16. Cathy Bennett	Sacramento City USD
17. Angela Jones	San Bernardino City USD
18. Marlene Burruel	San Joaquin COE
19. Monica Morgan	Santa Cruz COE
20. Janice Holden	Stanislaus COE
21. Kevin Harris	Navigant Consulting, Inc.
22. Gloria Eng	Navigant Consulting, Inc.
23. Kerry Chang	Navigant Consulting, Inc.

**Handouts**

Each participant was emailed an electronic copy of the following: Workgroup Meeting Agenda, June 2013 Meeting Minutes, June 2013 Workgroup Breakout Session Summary and Results, August DHCS Status Update Summary, and LEA Workgroup Breakout Group Instructions and prep materials. In addition, copies of the Xerox Service Assistance Protocol were distributed to Workgroup members.

**Purpose**

The meeting was convened by DHCS. The purpose of the Workgroup is to improve the Local Educational Agency (LEA) Program. The emphasis of the meeting is to strategize various goals and activities aimed at enhancing the Medi-Cal services provided on school sites and access by students to these services, while increasing federal reimbursement to LEAs for the cost of providing these services.

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**Review of Meeting Minutes**

The Workgroup reviewed the June meeting minutes and discussed adding regulation citations for medical necessity. SNFD will update the minutes and they will be posted on the LEA Program website.

**Special Education Division of the California Department of Education (CDE)  
Updates**

- Behavior Intervention Plan (BIP)
  - Recent legislation (Assembly Bill 86) has made some changes to requirements of BIPs that essentially align state statutes to Federal requirements.
  - Special Education Division is drafting communication to SELPAs and LEAs regarding the legislation and the changes included.
  - The changes do not appear to directly affect the LEA Program.

**Department of Health Care Services Audits & Investigations Updates**

- FY 2006/07 audit update: A&I FAB has issued 417 audits.
- FY 2007/08 CRCS audit update: A&I FAB has issued 427 audits.
- A&I FAB has issued notification letters to LEAs that have not submitted a CRCS report for FYs 2006/07 and 2007/08, but received reimbursement for LEA claims. LEAs have 15 days to respond to the notification letter; otherwise they will receive a 100 percent recoupment of paid claims and future claims will be offset until they submit a CRCS.
  - A&I FAB contacts the LEA via email and/or phone, in addition to sending the notification via mail.
- FY 2008/09 CRCS audit update: A&I FAB has completed all CRCS audits and is starting to issue the 15-day letters and audit reports to LEAs. A&I will expand the scope to limited desk audits for approximately 60 LEA providers.
- FY 2009/10 CRCS audit update: A&I will begin conducting approximately 20-30 field audits and 30-50 limited desk audits; the remaining will be minimal audits.

**DHCS SNFD Status Updates**

**2011/12 PPA / 2010/11 Annual Report Process**

- SNFD has received 537 PPA/Annual Reports to date. Of these, zero require corrections and 21 are new LEAs to the program.
- The Workgroup discussed Attachment 1 - Certification of Matching Funds for LEA services and the simplified amount LEAs should report for budgeted salaries, benefits and administrative costs of employees who provide health

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services and activities covered by the LEA Program. Federal monies should be excluded from the amount reported in Attachment 1.

- In addition, the Workgroup reviewed the sample completed PPA/AR posted online and thought there may be inconsistencies in the sample that may cause LEA confusion.
  - SNFD will review the Certification of Matching Funds, the need for a Certification of Matching Funds amendment, and update the sample PPA/AR.

**2013/15 PPA and 2012/13 Annual Report**

- The PPA/AR is due on 10/10/13 for new and returning LEA providers.
- The forms are posted on the LEA website:
  - New LEA providers:  
[http://www.dhcs.ca.gov/provgovpart/Pages/12-13AnnualReportPPA\(NewProvider\).aspx](http://www.dhcs.ca.gov/provgovpart/Pages/12-13AnnualReportPPA(NewProvider).aspx)
  - Returning LEA providers:  
[http://www.dhcs.ca.gov/provgovpart/Pages/1213AnnualReportPPA\(ReturningProviders\).aspx](http://www.dhcs.ca.gov/provgovpart/Pages/1213AnnualReportPPA(ReturningProviders).aspx)

**2011/12 CRCS**

- The CRCS is due on 11/30/13.
- SNFD will post the FY 2011/12 CRCS form on the LEA website once the LEA Quarterly Reimbursement Report is available.

**2011/12 LEA Quarterly Reimbursement Report (includes cumulative FY to date)**

- SNFD is awaiting the production of the report from Xerox.
- The recent EPCs implemented impact the dates of service in FY 2011/12

**RAD Code 9921/9922 EPC (Annual Assessment / Phase 2 / DOS 7/1/09 – 6/30/10)**

- EPC installation completed. Resubmissions appeared on RADs beginning June 13, 2013, with CCN prefix 315155.
- EPC letter posted under the LEA FYI - For Your Information section on the LEA website on 7/31/13:
  - [http://www.dhcs.ca.gov/provgovpart/Documents/ACLSS/LEA/LEA%20FYI/EPC%20Letter%20-%20Resubmission%20of%20Denied%20LEA%20Claims%20\(6-20-13\).pdf](http://www.dhcs.ca.gov/provgovpart/Documents/ACLSS/LEA/LEA%20FYI/EPC%20Letter%20-%20Resubmission%20of%20Denied%20LEA%20Claims%20(6-20-13).pdf)

**TCM Claims Denied with RAD Code 033 EPC**

- EPC installation completed. Resubmissions appeared on RADs beginning June 13, 2013, with CCN prefix 314855.
- EPC letter posted under the LEA FYI - For Your Information section on the LEA website on 7/31/13:
  - <http://www.dhcs.ca.gov/provgovpart/Documents/ACLSS/LEA/LEA%20FYI/EPC%20Letter%20->

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[%20Resubmission%20of%20LEA%20Claims%20Denied%20as%20EWC%20\(6-11-13\).pdf](#)

**SB 231 2.5 Percent Withhold**

- The 2.5 percent withhold was stopped beginning with the 6/17/13 checkwrite.

**NCI/A&I 2.5% Withhold**

- The 2.5 percent withhold was started beginning with the 7/15/13 checkwrite.

**Reimbursement of Over Collection of 1 Percent A&I and 2.5 Percent SB 231 Withholds**

- SNFD is awaiting Xerox implementation of reimbursements back to LEAs

**Telehealth**

- The Medi-Cal Provider Manual AB 415 Telehealth update is projected to be published in 2013.
- Benefits Division is working on a Medi-Cal program telehealth website. Further details are to be determined.
- Benefits Division, in conjunction with Xerox, is developing a training webinar on how to bill for telehealth services in the Medi-Cal program. The tentative date of the webinar is September 26<sup>th</sup>.

**Provider Manual Updates**

- Updates include PPA/AR, CRCS, trained health care aides, patient confidentiality requirements and the medical necessity definition, and will be published on 9/15/2013.

**Freedom of Choice Policy and Procedure Letter (PPL)**

- SNFD is drafting a PPL to notify LEAs that LEA beneficiaries have the freedom to choose any qualified medical provider for medical care.
- The Workgroup discussed that children who receive health services in schools do not have the freedom to choose their rendering practitioner. LEAs have designated employed/contracted practitioners to provide health services. The school-based setting is different from what occurs in the community.
- The co-chairs will submit written feedback to SNFD prior to finalizing this PPL.

**LEA Program FAQs**

- SNFD received the Workgroup FAQ revisions on 7/26/13.
- SNFD will finalize the FAQs, create separate documents by topic and post them on the related LEA Program website pages.

**Xerox Claims Issues**

- SNFD met with Information Technology Management Branch (fiscal intermediary contact) and Provider Relations on 6/4/13 regarding Xerox customer service issues.

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- SNFD developed the Xerox Service Assistance Protocol sheet.
- LEAs can utilize the protocol to request assistance from the Xerox Telephone Service Center (TSC) and Education and Outreach provider field representatives.
- The computer media claims/computer media desk is available to resolve fairly simple questions. TSC 1-800-541-5555.
  - LEAs want to keep a log of issue numbers that the TSC provides for each phone call for reference.
- If the question or problem requires further research, the LEA may ask the TSC agent to send a provider field rep to personally meet with the LEA. The LEA provider can also write the Correspondence Specialist Unit (CSU) for further assistance.
- If necessary and LEAs have utilized the Xerox Service Assistance Protocol, the LEA may notify SNFD

**Eligibility Tape Match**

- Information Technology Services Division (ITSD) is notifying LEAs and vendors individually, as they submit files, of a new primary contact (replaces Julie Brill):
  - Alexandria Carrillo  
Department of Health Care Services  
Information Technology Services Division  
1615 Capitol Avenue, Suite 73.2.6, MS 6303  
Sacramento, CA 95814  
(916) 440-7254 Fax: (916) 440-7062  
[Alexandria.Carrillo@dhcs.ca.gov](mailto:Alexandria.Carrillo@dhcs.ca.gov)
- ITSD will gradually implement a new submission process which will streamline the eligibility tape match process and improve turnaround time.
  - Vendor/LEA will no longer email requests, but will be issued a user name and password to upload file to DHCS server.
  - Vendor/LEA can use their existing software to SFTP file to DHCS server (with no cost to use the DHCS server).
  - ITSD will notify vendors/LEAs with further information.

**International Classification of Diseases, 10<sup>th</sup> Revision (ICD-10)**

- ICD-10 is a HIPAA-mandated diagnosis and procedure coding system to be implemented by 10/1/2014. For more information:
  - [http://files.medi-cal.ca.gov/pubsdoco/hipaa/hipaa\\_icd10\\_home.asp](http://files.medi-cal.ca.gov/pubsdoco/hipaa/hipaa_icd10_home.asp)

**San Francisco Free Care Ruling**

- DHCS' Legal Office is reviewing the ruling regarding Free Care and Other Health Coverage Requirements and will not have any additional input until after the court has issued ruling on attorney fees.

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**Department of Health Care Services/Navigant Consulting Update**

**FY 2012/13 Legislative Report**

- The Workgroup discussed the Legislative Report, Table 3 (Medicaid Reimbursement and Claims by State, Average Claim per Medicaid-Eligible Child) and how it could be misinterpreted. SNFD/Navigant explained that there are caveats identified in the report that specify why the surveying results cannot definitively compare direct billing program dollars spent per Medicaid-eligible student among states. These caveats include:
  - The inability to split Medicaid-eligible students between direct claiming Fee-for-Service (FFS) and administrative claiming programs. For those states that operate both programs, only the combined program dollars can be divided by the number of Medicaid-eligible students. The number of Medicaid eligible students is not broken out by FFS and administrative claiming programs.
  - The Federal Medical Assistance Percentages (FMAPs) vary between states, which impacts the average claim per Medicaid-eligible child

**Progress on Underutilizing LEAs**

- Navigant initially identified 18 LEAs that are potentially underutilizing the LEA Program. These LEAs are billing only one or two treatment service types or only billing assessments based on FY 2010/11 paid claims data.
- SNFD/Navigant will now target LEAs with higher number of special education populations and plans to conduct regional roundtable meetings to discuss LEA Program participation and further understand barriers to reimbursement for LEA services.

**Workgroup Breakout Session**

The goal of the Workgroup breakout sessions is to brainstorm challenges and barriers in smaller workgroups, and use combined expertise to provide guidance to DHCS and suggest planning and solutions. Workgroup members split into three groups to discuss and identify potential future Workgroup breakout topics for FY 2013/14 (and beyond) and prioritize the topics.

- Each group was provided a flip chart and pens to document their breakout topics and goals of the topic. The groups then presented their potential breakout topics to the larger group. DHCS will review the information and recommendations.

**Next Meeting**

- Wednesday, October 2, 2013 10:30am-4:00pm at Natomas USD